

**CONFIDENTIAL**

Approved For Release 2003/05/05 : CIA-RDP84-00780R001400060013-9

DD/S PERSONNEL  
FILE *Personnel 11*

DD/S 66-5944

MEMORANDUM FOR: Director of Personnel

In order not to delay reinstatement of the Notice on participation in the Employee Activity Association, Mr. Warfield has signed the Notice which you recently submitted. He feels, however, that the Notice is somewhat confusing in that, on the one hand, its title is "Cover and Security Considerations for Participation in Employee Activity Association" and, on the other hand, it appears to be a plea for increased membership. For example, the first sentence in paragraph 2 says that participation in EAA activities will be limited to members of the Association for security, cover, and administrative reasons. He notes that activities are limited to members by definition. He wonders whether EAA is the proper point to provide cover and security briefings for participants in Association activities.

It is understood that the wording of the Notice represents a compromise between cover and security on the one hand and on the other the need for volume participation in order to make the Association financially independent. Changing this position may be time-consuming. Therefore, Mr. Warfield requests that you begin now the development of a revision of the Notice for the purpose of clarification. Please set a reasonable deadline on this project and advise us of the date when a revised draft Notice may be expected.

25X1

Att

25X1

cc: Chief, Support Services Staff  
Chief, Regulations Control Staff

EO-DD/S:VRT/ms (15 Nov 66)

Distribution:

Orig - D/Pers w/cy Att

1 - C/SSS, w/o Att

1 - C/RCS, w/o Att (DD/S 66-5929)

1 - DD/S Chrono

1 - DD/S Subject, w/cy Att

Approved For Release 2003/05/05 : CIA-RDP84-00780R001400060013-9

DD/S66-5929

This Notice Expires 1 October 1967

PERSONNEL

25X1

COVER AND SECURITY CONSIDERATIONS  
FOR PARTICIPATION IN  
EMPLOYEE ACTIVITY ASSOCIATION

1. The primary purpose of the Employee Activity Association (EAA) is to provide a broad program of recreational activities and services for Agency employees. Since participation by certain employees in the Association's activities may be restricted for cover and security reasons, a review of each application is made to determine the scope of participation permitted the applicant.

2. Participation in recreational activities and services which use Agency space, equipment, and time will be limited to members of the Association to ensure that each activity meets Agency security, cover, and administrative requirements. As a member of EAA, an employee may participate in any or all of the activities sponsored by the Association, cover permitting. He is also eligible for other benefits, such as discounts on tickets to certain cultural and sports events in the Metropolitan Washington area and on items sold by the Association. Nonmembers will not be permitted to purchase items from or through the EAA.

3. Current activities sanctioned by the Agency and sponsored by the Employee Activity Association are listed below. They are arranged in categories according to the relative extent to which they are likely to become identified:

I	II	III
Held in Agency Buildings- No Identification Likely	Held Outside of Agency Buildings - Identification as Agency-Sponsored Considered Possible	Held Outside of Agency Buildings - Identification as Agency-Sponsored Considered Likely
Art Inst.	Glee Club	Football
Archeology	Modern Dance	(Held on Agency property)
Bridge	Ping Pong	Softball (Women)
Camera	Stamp	Softball (Men)
Camping Info.	Toastmasters	(Held on Agency property)
Chess	Coin	Bowling Tournament
Craft Inst.	Karate	Basketball (Women)
Fencing Inst.		
Garden	Golf League	
	Rifle & Pistol	
	Sailing Instruction	
	Skiing Tours	
	Bridge Instruction	
	Basketball - Men	
	Ticket Service	
	Travel Service	
	Tennis Tournament	
	Riding Club	
	Fishing Excursions	

C-O-N-F-I-D-E-N-T-I-A-L

XERO  
COPY

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

XERO  
COPY

25X1

PERSONNEL

4. Members of the Association will be advised whether they are in:
- Group A - Unlimited in participation--able to participate in activities listed in categories I, II, and III in paragraph 3 above.
- Group B - Able to participate only in activities in categories I and II.
- Group C - Able to participate only in activities in category I.

In unusual cases exceptions may be made for members in groups B and C to participate in activities other than those in their designated category.

5. In some instances an applicant may be ineligible to participate in any EAA-sponsored activity for cover and security reasons.

6. Regardless of their category of participation, members of the Employee Activity Association must not reveal to non-Agency personnel the fact that any of the activities are sponsored either by the EAA or by the Agency. The Association will provide a cover and security briefing for all participants in the above activities.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

SIGNED Alan M. Wartfield

for R. L. BANNERMAN  
Deputy Director  
for Support

14 NOV 1966

Distribution:

- Orig. - DDS  
1 - D/Pers (Info)  
2 - DDS/Chrono  
1 - DDS/Subject

DISTRIBUTION: ALL EMPLOYEES

DD/S 66-5944

MEMORANDUM FOR: Chief, Support Services Staff, DD/S

SUBJECT : Proposed

25X1

1. This proposed Notice is confusing to me. Its title is "Cover and Security Considerations for Participation in Employee Activity Association", and yet it appears to be a pitch for increased membership. For example, the first sentence in paragraph 2 says that participation in EAA activities will be limited to members of the Association for security, cover, and administrative reasons. In fact, activities are limited to members by definition. I also wonder whether EAA should be the focal point for reviewing each application to determine the scope of participation permitted by the applicant; and whether EAA is the proper point to provide cover and security briefings for participants.

2. In spite of the fact that this has been fully coordinated, I would like you to review it and see if we can't come up with better rationale for the assigned responsibilities and correction of other inconsistencies.

Alan M. Warfield  
Assistant Deputy Director  
for Support

cc: Director of Personnel

Att. Proposed

25X1